

**Baldwin County School District**

110 N ABC Street  
Milledgeville, Ga. 31061  
(478)453-4176 Phone  
(478)457-3360 Fax



**Request For Information (RFI)**

**#024-2018**

**Furnishings for 21<sup>st</sup> Century Classrooms Grades K-12**

**PERTINENT DATES**

January 18, 2018	Request For Information Issued
February 8, 2018	Requests For Information due at 10:00am
TBD	Face to Face Presentations of Selected Proposers

## Baldwin County School District

### REQUEST FOR INFORMATION

#024-2018

### Furnishings for 21<sup>st</sup> Century Classrooms Grades K-12

#### **Intent**

The Baldwin County School District is seeking information for the furnishings for 21<sup>st</sup> Century Classrooms in grade levels ranging from Kindergarten to Twelve for Baldwin County Schools. This RFI is for the purposes of having the vendor prepare a written response and oral presentation for the design plans and layouts for the modernized furnishing of classrooms, aka, “21<sup>st</sup> Century Classrooms”. The information gained from this exercise will help the district define its understanding of the needs of classroom teachers and offer a variety of solutions to meet the district’s needs. The district would like proposals for new furniture options as well as options that will incorporate existing furniture with added modern pieces.

#### **Background**

The BCSD currently operates seven campuses. (1) Pre-School building, (2) Primary Schools, (2) Academies, (1) Middle School and (1) High School. Student population is five-thousand plus.

#### **General Instructions**

**INTERESTED PARTIES:** Interested parties may obtain specifications from the Baldwin County School District’s Human Resources and purchasing webpage under RFP/Bids section at: <https://www.baldwincountyschoolsga.org/human-resources>

**DEADLINE FOR SUBMISSION:** February 8, 2018 at 10:00am

**SUBMISSION:** A completed copy of the approved vendor request form with at least three K-12 references along with information must be submitted by deadline day in a sealed envelope marked on the outside, “RFI #024-2018 Request For Information for “Furnishings for 21<sup>st</sup> Century Classrooms Grades K-12.” The sealed, marked envelope containing the response should be addressed to:

Judi Battle  
Director of Procurement  
Baldwin County School District  
110 N ABC Street  
Milledgeville, GA. 31061

**SUBMISSION OF RESPONSES**

Responses shall be submitted in five sections: Section 1 - Pre-School Section 2- Primary Schools (grades K-2) Section 3- Academy Schools (grades 3-5) Section 4- Middle School (grades 6-8) and Section 5- High School (grades 9-12).

**QUESTION/INQUIRES:** All inquiries and requests for information regarding submission of information shall be directed to Judi Battle, Director of Procurement, Baldwin County School District, by e-mail at [judi.battle@baldwin.k12.ga.us](mailto:judi.battle@baldwin.k12.ga.us) Responses to questions will be posted to the school district's website at the Human Resources and Purchasing webpage under RFP/Bids section <https://www.baldwincountyschoolsga.org/human-resources>

**EQUAL OPPORTUNITY EMPLOYER:** The District is an equal opportunity employer and reserves the right to refuse or reject any or all proposals that are not in the best interest of the school system.

Thank you for reviewing the BCSD's RFI. We look forward to working with you as we obtain information that meets the needs of our school district.

Sincerely,

*Judi Battle*

Judi Battle  
Director of Procurement  
Baldwin County School District

## Vendor Application

Baldwin County School District  
110 ABC Street  
P.O. Box 1188  
Milledgeville, Georgia 31059

Phone: 478-457-3314  
Fax: 478-457-3360  
Purchasing Director: Judi Battle  
Email: [judi.battle@baldwin.k12.ga.us](mailto:judi.battle@baldwin.k12.ga.us)

### BUSINESS CONTACT INFORMATION

Vender Application Completed by:

Company Name:

Business Contact Name and Title:

Phone:

Fax:

E-mail:

### BUSINESS INFORMATION

Order address:

City:

State:

ZIP Code:

Tax ID (attach W-9):

Sole proprietorship:

Partnership:

Corporation:

Other:

Remit to address:

City:

State:

ZIP Code:

Telephone:

Fax:

E-mail:

### GOODS OR SERVICES PROVIDED

### SCHOOL DISTRICT REFERENCES (OTHER THAN BALDWIN COUNTY SCHOOL DISTRICT)

School:

Address:

City:

State:

ZIP Code:

Phone:

Fax:

E-mail:

Additional Information:

School:

Address:

City:

State:

ZIP Code:

Phone:

Fax:

E-mail:

Additional Information:

School:

Address:

City:

State:

ZIP Code:

Phone:

Fax:

E-mail:

Additional Information:

### NOTES